

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING**  
**December 17, 2020**

**PRESENT:** Randy Johnson, Bev Bartlett, Mary Johnson, Debi Lundberg, Dennis Rader, Eileen Littig, Megan Borchardt, Mary Derginer, Amy Payne, Pat Lassila, Bob Johnson, Tom Diedrick

**EXCUSED:** Pat Lassila, Mary Derginer

**ABSENT:** Amy Payne

**ALSO PRESENT:** Laurie Ropson, Debra Bowers, Devon Christianson, Kristin Willems, Robin VanRemortel

The meeting was called to order by Chairperson, Johnson at 8:31 a.m.

**PLEDGE OF ALLEGIANCE:**

**INTRODUCTIONS:**

**ADOPTIONS OF AGENDA:**

**APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 22, 2020:**

Mr. Diedrick/Ms. Littig moved to approve the minutes of October 22, 2020 **MOTION CARRIED with no negative vote.**

**COMMENTS FROM THE PUBLIC:**

None

**FINANCE REPORT:**

**REVIEW AND APPROVAL OF FINANCE REPORT – EST. 2020:**

Ms. VanRemortel referred to the 2020 Financial Highlights and ADRC Summary Report to demonstrate the estimated expenses and revenues for 2020.

Ms. Littig/Ms. Johnson moved to receive the Finance Report and place on file. **MOTION CARRIED with no negative vote.**

**REVIEW OF RESTRICTED DONATIONS:**

**EXECUTIVE COMMITTEE REPORT:**

**A. RACISM AS A PUBLIC HEALTH CRISIS:**

Ms. Christianson shared that the letter was sent from the ADRC Board to the Brown County Board of Supervisors for the purpose of supporting the resolution being presented to the Brown County Board of Supervisors to declare Racism is a Public Health Crisis.

**B. ADRC REINVESTMENT RESOLUTION:**

Ms. Christianson shared that WI Counties Association requested that ADRCs draft a resolution to bring to the Brown County Board of Supervisors to support reinvestment in ADRCs in the state of WI's budget. The request came in with a short deadline to submit the draft resolution. Ms. Christianson shared that the Executive & Finance Committee approved this and the resolution was brought to the Human Service

Committee by Supervisor Brusky and Supervisor Borchardt. This has passed this committee and will move to the full county board for approval.

#### **HR & NOMINATIONS COMMITTEE REPORT:**

##### **A. DIRECTORS EVALUATION:**

Ms. Johnson/Ms. Bartlett moved to approve the 2020 ADRC Director's Evaluation. **MOTION CARRIED with no negative vote.**

##### **B. ADRC BOARD SLATE OF OFFICERS & TERMS:**

Chairperson Johnson shared that the HR & Nominations Committee approved the following:

Bob Johnson to first full term on ADRC Board of Directors. 1/1/2021-12/31/2023

Megan Borchardt to 2<sup>nd</sup> term on ADRC Board of Directors. 1/1/2021-12/31/2023

2021 Executive Committee, Slate of Officers:

Randy Johnson, Chairperson

Bev Bartlett, Vice-Chairperson

Bob Johnson, Secretary

Mary Derginer, Treasurer

2021 HR & Nominations Committee:

Randy Johnson

Bev Bartlett

Bob Johnson

Mary Derginer

Mary Johnson

Debi Lundberg

Dennis Rader

Eileen Littig

Ms. Lundberg/Ms. Littig moved to approve 2021 Slate of Officers and Terms as submitted. **MOTION CARRIED with no negative vote.**

#### **DIRECTORS REPORT:**

##### **A. PROPOSAL FOR CENTRAL KITCHEN PROJECT MANAGEMENT:**

Ms. Christianson shared that the current catering model for homebound meals has long been identified as an area where other opportunities for locally produced foods with a variable menu need to be explored. There is an opportunity to dedicate time and effort in a comprehensive review of the current program and additional options for program improvements. Ms. Christianson shared an overview, objectives, and project organization which would include temporary hiring of two retiring ADRC Coordinators to assist the ADRC with research and evaluate opportunities for an ADRC Central Kitchen. Ms. Christianson shared that an outline would need to be ready in May 2021 to prepare for the 2022 ADRC Budget.

Mr. Rader/Mr. Diedrick moved to approve the proposal for ADRC to research and investigate options for the Central Kitchen project. **MOTION CARRIED with no negative vote.**

##### **B. ADRC PHASE IN PLAN REVIEW:**

Ms. Christianson shared the most current Brown County Health & Human Services Covid-19 Dashboard and Data Report and recommended that the ADRC remain at stage 1.5 of the ADRC Phase-In plan.

Ms. Littig/Ms. Lundberg moved to continue at stage 1.5 of ADRC phase-in plan. **MOTION CARRIED with no negative vote.**

**STAFF REPORT: DEBRA BOWERS FINANCE COORDINATOR:**

Ms. Bowers shared some accounting principles and provided a report on the history of the accounting team and where the accounting team is headed in the future. Ms. Bowers shared her gratitude for the ADRC Board of Directors for their support of her and the accounting department over the years.

**REFLECTIONS ON RETIREMENTS:**

Chairperson Johnson reflected on the careers of both Ms. Bowers and Ms. Ropson and thanked them for their service and dedication to the ADRC.

**ANNOUNCEMENTS:**

Reminder that small group discussions on Unlearning Racism are beginning on Tuesday December 22, 2020.

**NEXT MEETING** – January 28, 2021 is the next ADRC Board of Directors Meeting.

**ADJOURN:**

Supervisor Borchardt/Mr. Diedrick moved to adjourn the meeting. **MOTION CARRIED.**

The meeting adjourned at 10:29 a.m.

Respectfully Submitted,  
Kristin Willems,  
Administrative Services Coordinator